

NGFTS

National Guard Full-Time Support



HUMAN RESOURCES INFORMATION LETTER



Oklahoma National Guard Human Resources Office

Joint Force Headquarters, Oklahoma National Guard
Oklahoma City, Oklahoma 73111-4398

No. 13-01
Date: 12 February 2013

Reduction in FY13 Travel and Training

Subject: Reduction in FY 13 AGR and Technician Travel and Training

References: Memorandum, National Guard Bureau, ARNG-ZA, 31 JAN 13, Fiscal Year 2013 Near-Term Actions to Handle Budgetary Uncertainty

Eligibility: All Active Guard Reserve (AGR) Personnel and National Guard (NG) Technicians

Effective Date: 13 February 2013

Use: In an effort to decelerate obligations and execution while operating under reduced funding provided by the Continuing Resolution Authority (CRA), the National Guard Bureau has directed we limit travel and temporary duties that are not mission critical or directly impact mission readiness.

Effective immediately, approval for all AGR and Technician travel and training requests will be limited to training Priority I. The J-1 Director, Manpower and Personnel will consider priority II and III requests on a case-by-case basis. Training priorities are as follows:

- a. Priority I - Training required for mission accomplishment. Mandatory training that must be completed during the fiscal year in order to prevent an adverse impact on mission accomplishment to include NGPEC Full Time Unit Support (FTUS) training.
- b. Priority II - Training for professional development. Training required to produce skilled employees within career fields. It should be successfully completed within a specified time period, but may be delayed if funding is not available.
- c. Priority III - Conferences, meetings, and other training not listed in priority I or priority II.

All travelers are required to ensure their authorizations are APPROVED in the Defense Travel System (DTS) prior to travel. Traveling without proper authorization may result in disciplinary action.

**Your points of contact are MAJ Carrie Remer (AGR)
and CW2 Teneshea Jones (Technician).**

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Director of Personnel/J1